



**Alabama
Department of
Postsecondary Education**

Representing the Alabama Community College System

STATEWIDE CAREER/TECHNICAL EDUCATION COURSE ARTICULATION REVIEW DOCUMENT

Articulation Agreement Identifier: ACT 141 (2010-1) Identifier is the postsecondary course prefix followed by Plan-of-Instruction version number (e.g.; INT 100 (2007-1)).

Applicable CIP code(s): 52.0302

Postsecondary course program code, number, and title: ACT 141 - Fundamentals of Accounting I

Secondary Education course(s) number and title: 470012 - Accounting + 470013 - Advanced Accounting

Initial Review: February 22, 2011 Annual DPE Review: January 30, 2012

Effective dates: Fall Semester 2011

Course Content Analysis (all postsecondary course objectives must be sufficiently addressed in the secondary courses):

Notes:

- 1 Skills and knowledge contained in the postsecondary course objectives must be present in the corresponding secondary objectives for a “match” to occur.**
- 2. Postsecondary and Secondary objectives must reflect similar content and performance levels before the course articulation agreement will be recommended to the TEDAC Oversight Committee.**
- 3. More than one Secondary course may be used in order to articulate to a Postsecondary course.**

Postsecondary Course Objectives	Secondary Course Objectives	TEDAC Comments
<p>MODULE A - INTRODUCTION TO ACCOUNTING Competency: A1.0 Comprehend concepts related to accounting. Performance Objective: None Learning Objectives: A1.1.1 Define terms associated with accounting. A1.1.2 Describe the role of an accountant. A1.1.3 Describe careers for accountants. A1.1.4 List the various governing and regulatory organizations. A1.1.5 Explain the impact of international accounting in today's business environment. A1.1.6 List stakeholders in a business environment. A1.1.7 Differentiate between the various forms of business organizations.</p> <p>MODULE B – COMPLETING THE ACCOUNTING CYCLE B1.0 Calculate fundamental accounting equations. Performance Objective: B1.1 Complete the accounting cycle. • Record various types of journal transactions. • Post transactions to ledgers. • Prepare a trial balance. • Prepare basic financial statements. Learning Objectives: B1.1.1 Define terms associated with accounting equations. B1.1.2 Explain considerations for recording various types of business transactions. B1.1.3 Differentiate between types of general and special journal entries. B1.1.3 Describe requirements for posting ledger accounts. B1.1.4 Describe the components of a trial balance. B1.1.5 Describe components of various types of financial statements. B1.1.6 List the order of the accounting cycle.</p>	<p>Accounting Unit: Ethics/Technology Content Standards: 1. Use technologies needed to perform job functions in the field of accounting. Examples: accounting software, computer numeric keypad, spreadsheets, income tax software 9. Distinguish between ethical and unethical business decisions in the accounting profession Learning Objectives: 1. Identify unethical behavior and analyze the effects of unethical behavior in the accounting profession. 2. Determine alternatives to unethical behavior. 3. Identify affective parties in unethical behavior.</p> <p>Unit - Accounting Procedures Content Standards: 3. Differentiate among sole proprietorship, partnership, and corporation accounting operations as they relate to service and merchandising businesses. 4. Apply steps of the accounting cycle for service and merchandising businesses using manual and electronic methods. 5. Analyze the accounting equation for the purpose of relating it to the accounting cycle. Examples: journalizing and posting transactions, reporting financial statements 6. Interpret data from a variety of financial statements, including verifying data for business reports and creating charts and graphs of accurate reporting. 7. Explain accounting functions of fixed assets and depreciation. 8. Utilize research results to analyze current accounting practices as they relate to service, manufacturing, and</p>	

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<p>MODULE C - METHODS OF INVENTORY FOR MERCHANDISING Competency: C1.0 Comprehend the accounting requirements of the merchandising business organizations. Performance Objective: None Learning Objectives: C1.1.1 Differentiate between service and merchandizing business organizations. C1.1.2 Define terms associated with inventory valuation. Competency: C2.0 Apply accounting methods to inventory management. Performance Objective: C2.1 Calculate inventory for various types of business organizations. Learning Objectives: C2.1.1 Describe how to calculate the value of cost of merchandizing or goods sold and ending inventory. C2.1.2 Explain the impact of inventory methods upon net income and net loss. C2.1.3 Differentiate between single- step and multiple-step income statements. Performance Objective: C2.2 Prepare an income statement. Learning Objective: C2.2.1 Differentiate between a single and multiple-step income statement. C2.2.2 Identify requirements for entries required for a merchandizing business. Performance Objective: C2.3 Prepare journal entries for a merchandiser. Learning Objectives: C2.3.1 Describe journal entries required for a merchandiser.</p>	<p>merchandising businesses. Learning Objectives: 1. Define basic accounting terminology (proprietorship, partnership, and corporation). 2. Compare accounting operations (service, manufacturing, merchandising business). 3. Apply and analyze the steps of the Accounting Cycle: • Verifying source documents • Analyzing transactions (debits, credits, T-accts) • Journalizing transactions • Posting to general and subsidiary ledgers • Preparing a trial balance and worksheet • Preparing financial statements (balance sheet, income statement, operating expense statement, cash flow) • Journalizing and posting adjusting entries • Journalizing and posting closing entries • Preparing a post-closing trial balance 4. Compare assets, liabilities and owner's equity and evaluate the information from balance sheets, financial statements and income statements as to be able to determine the feasibility of operating the business. Unit: Banking and Cash Control Functions Content Standards: 1. Use technologies needed to perform job functions in the field of accounting. Examples: accounting software, computer numeric keypad, spreadsheets, income tax software 5. Analyze the accounting equation for the purpose of relating it to the accounting cycle. Examples: journalizing and posting transactions, reporting financial statements 9. Distinguish between ethical and unethical business decisions in the accounting profession.</p>	

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<p>MODULE D - INTERNAL CONTROL Competency D1.0 Use accounting practices to maintain internal control of cash. Performance Objective: D1.1 Use accounting methods to reconcile various types of accounts. Learning Objectives: D1.1.1 Define terms associated with internal control. D1.1.2 Explain petty cash. D1.1.3 Describe how to establish and maintain a petty cash fund. D1.1.4 Describe how to reconcile a bank account. D1.1.5 Explain separation of duties. D1.1.6 Describe various methods to safeguard assets.</p> <p>MODULE E - ACCOUNTING FOR RECEIVABLES Competency: E1.0 Comprehend methods for accounting for receivables. Performance Objectives: E1.1 Calculate accounts receivable. Learning Objectives: E1.1.1 Differentiate between the methods of accounting for uncollectible accounts. E1.1.2 Describe the process for converting account receivables to note receivables. E1.1.3 Explain how aging of receivables impacts the likelihood of collection. E1.1.4 Explain how to record various types of uncollectibles. E1.1.5 Explain how to record notes receivables. E1.1.6 Describe how to calculate, record, and accrue interest receivables. E1.1.7 Describe how to calculate and record non-interest bearing notes.</p>	<p>10. Apply banking and cash control functions to checks, deposits, reconciliation, petty cash, online and electronic Banking and related entries.</p> <p>13. Interpret generally accepted accounting principals (GAAP) Examples: adequate disclosure, business entity Learning Objectives: 1. Demonstrate knowledge of accounting procedures. 2. Analyze bank statement transactions. 3. Determine journal and adjusting entries to be made 4. Create an electronic reconciliation spreadsheet.</p> <p>Unit - Tax Preparation Content Standards: 11. Apply payroll functions of employee and employer records. Examples: calculating gross pay and deductions, journalizing and posting tax and payroll entries Learning Objectives: 1. Calculate gross pay and deductions, journalize tax and payroll entries.</p> <p>Unit - Tax Preparation/Technology/Ethics Content Standards: 12. Demonstrate correct procedures for completing federal, state, and local income tax forms. Learning Objectives: 1. Analyze payroll deduction tables and tax tables to determine personal and business taxes.</p>	

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<p>MODULE F - ACCOUNTING FOR PLANT ASSETS AND INTANGIBLES</p> <p>Competency: F1.0 Comprehend accounting requirements for plant assets and intangibles.</p> <p>Performance Objectives: F1.1 Calculate and record journal entries related to plant assets and intangibles.</p> <p>Learning Objectives: F1.1.1 Define terms associated with accounting for plant assets and intangibles. F1.1.2 Describe various depreciation methods. F1.1.3 Explain depletion as it relates to natural resources. F1.1.4 Explain amortization as it relates to intangible assets. F1.1.5 Recalculate depreciation when a change in estimate occurs. F1.1.6 Calculate acquisition costs of individual assets and record it appropriately. F1.1.7 Describe journal requirements related to the disposition of assets. F1.1.8 Identify intangible assets. F1.1.9 Discuss critical information necessary to make a qualified recommendation for an appropriate depreciation method.</p> <p>Performance Objective: F1.2 Compare the various depreciation methods and recommend the appropriate method.</p>	<p>Unit - Leadership/Career Opportunities</p> <p>Content Standards: 2. Determine career and entrepreneurial opportunities, responsibilities, and educational and credentialing requirements related to accounting professions. 14. Demonstrate skills in communication, leadership, and teamwork. • Applying problem-solving and critical-thinking skills to resolve workplace conflict.</p> <p>Learning Objectives: 1. Compare career and entrepreneurial opportunities in the global accounting field, including new fields of accounting opening up, and determine the responsibilities and education that enhance these opportunities. 2. Demonstrate communication, teaming work, problem solving, and critical thinking skills by completing a project with limited information adhering to a strict deadline.</p> <p>Course: Advanced Accounting</p> <p>Unit - Accounting Procedures</p> <p>Content Standards: 1. Apply accounting procedures for calculating journalizing and posting entries related to bad debt. 2. Use accounting procedures related to the life cycle of fixed assets. Examples: recording fixed assets, calculating depreciation and book value 3. Apply the Last In First Out (LIFO), First In First Out (FIFO), and weighted cost methods to estimate the cost of merchandise inventory. 4. Determine the accounting procedures for calculating and recording interest and maturity dates for notes payable and notes receivable. 5. Utilize accounting procedures for recording the adjusting, closing and reversing entries for accrued revenues and expenses.</p>	

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	<p>6. Demonstrate accounting procedures for paying dividends and acquiring additional capital.</p> <p>7. Demonstrate accounting practices needed to complete financial statements, analyze cash flow and critique projected budgets.</p> <p>11. Apply cost accounting procedures to complete transactions and financial statements for a merchandising business.</p> <p>12. Use cost accounting procedures to journalize entries for initial investment and for liquidation.</p> <p>Learning Objectives:</p> <p>1. Analyze the methods (direct write-off, allowance method) of writing off a bad debt.</p> <p>2. Compare the different methods (First in Last Out, Last in First Out, Weighted Cost) of determining inventory cost.</p> <p>3. Calculate interest rates and maturity value of notes payable and notes receivable.</p> <p>4. Determine the procedures for recording adjusting and reversing entries for accrued revenues and expenses.</p> <p>5. Analyze the accounting procedures (accounts used, entries posted) for paying dividends and acquiring capital.</p> <p>6. Analyze and apply accounting practices needed to complete financial statements to determine cash flow and projected budgets.</p> <p>7. Determine how cost accounting is used in a merchandising business.</p> <p>8. Analyze journalized entries for initial investment and for liquidation using cost accounting procedures.</p> <p>Unit - Ratios</p> <p>Content Standards:</p> <p>8. Apply analysis ratios to evaluate solvency and earning power.</p> <p>Learning Objectives:</p> <p>1. Compare accounts to evaluate a company's liquidity, profitability, and financial strength.</p>	

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	<p>Unit - Ethics, Legal Requirements, Career Opportunities, Current Issues</p> <p>Content Standards:</p> <ul style="list-style-type: none"> 9. Critique accounting decisions for ethical considerations. 10. Explain legal requirements for forming and dissolving various business organizations. Example: sole proprietorship, partnership, nonprofit organizations 14. Determine career and entrepreneurial opportunities, responsibilities, and educational credentialing requirements related to specialized accounting professions. 15. Utilize research results to analyze current accounting issues for their impact on society. Examples: corporate mergers, interest rate fluctuations, unethical practices <p>Learning Standards:</p> <ul style="list-style-type: none"> 1. Analyze the effects of unethical behavior. 2. Determine what legal requirements must be met in order to form the various business organizations. Example: sole proprietorship, partnership, nonprofit organizations, corporations 3. Compare career and entrepreneurial opportunities in the accounting field and determine the responsibilities and education that enhance these opportunities. <p>Unit - Vouchers</p> <p>Content Standards:</p> <ul style="list-style-type: none"> 13. Explain the voucher method as it relates to preparation and payment of accounts payable and expenses. <p>Learning Objectives:</p> <ul style="list-style-type: none"> 1. Determine how vouchers are used to control purchases and expenses. 	